

SOUTHWEST SPECIAL RECREATION ASSOCIATION  
12521 SOUTH KOSTNER  
ALSIP, IL 60803

MINUTES OF REGULAR MEETING

November 18, 2009

CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:06 a.m. by Director Leonard. The meeting was held at the Palos Heights Recreation Department, Palos Heights, Illinois.

ROLL CALL

Present at roll call were:

MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
SUMMIT PARK DISTRICT	TOM SUHS
POSEN PARK DISTRICT	TJ WHITCOMB
PALOS HEIGHTS RECREATION DEPT.	MIKE LEONARD
WORTH PARK DISTRICT	CARLO CAPALBO
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO
BLUE ISLAND PARK DISTRICT	JANE KAWANNA (& alternate ANNIE WEST)

SWSRA STAFF PRESENT:

LORI CHESNA	EXECUTIVE DIRECTOR
MARGE COZZONE	BUSINESS MANAGER
ERIN LYNCH	SUPERINTENDENT
DENISE IWINSKI	PR & MARKETING COORDINATOR

ABSENT:

JUSTICE PARK DISTRICT	DIRECTOR
ALSIP PARK DISTRICT	JEANNETTE HUBER

ADDITIONS OR REVISIONS TO THE AGENDA: Executive Director Chesna said we will need to discuss the possibility of additional work being done at the Worth building.

CITIZENS TO BE HEARD – DePaul University students were supposed to put on a marketing plan for us this morning, but we haven't heard from them.

APPROVAL OF MINUTES OF OCTOBER 21, 2009

Motion made by Director Gleason to approve Minutes of Regular Meeting held on October 21, 2009. Motion was seconded by Director Whitcomb. All Directors were in favor; none opposed.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Report was presented by Director Gleason. Director Whitcomb made a motion to approve the Treasurer's Report with a combined ending balance of \$79,878.49 plus two certificates of deposit in the amounts of \$247,000 and \$100,000. The motion was seconded by Director Capalbo. Marge Cozzone noted that the larger C/D was just reduced to \$97,000 to give us better cash flow. Roll was called with all directors voting yes. The motion carried, 7—0

EXECUTIVE DIRECTOR'S REPORT

A. NOVEMBER HIGHLIGHTS

Executive Director Chesna reported that the Candlelight Bowl went well. We were slightly down on bowlers, but we sold about the same number of raffle tickets even though we lowered the price. Mrs. Franks had a death in her immediate family right beforehand and still ended up attending with dozens of her family. We also had 3 dances in November: the LWSRA Hoedown, the SWSRA Country Hoedown and the Tri-County Pilgrim Rock as well as Theater Night.

B. EMPLOYEE/VOLUNTEER OF THE MONTH

Denise Iwinski has been named Employee of the Month once again. She is the first employee who has hit it 3 times in one year. Denise has been doing a great job while we are down a Recreation Specialist and deserves this honor.

C. AUDIT

We have received a draft copy from Knutte which needs to be reviewed. We plan to present this at the December meeting.

D. IAPD/IPRA CONFERENCE

Lori said that she has budgeted to bring Denise to conference this year. She also intends to bring Lula. They can benefit from the sessions that are being offered. Director Suhs, Erin, Lula and Lori are presenting a session called "The Ups and Downs of Programming for a Diverse Community." This will be a 2 hour session on Friday from 2:45 to 4:45 p.m. Director Suhs has some good ideas for this session.

E. SWSRA GIFT CERTIFICATES

The board received a flyer regarding the gift certificates that SWSRA is offering for holiday gifts. Lori asked that they display them at their districts. They will come in a minimum denomination of \$20.

F. POKER TOURNAMENT

Last year gentlemen from the Alsip Little League approached me about a fundraising effort, but we were advised by attorney that wasn't legal under their license. Now he has a different scenario where we would apply for our own license and they would help us run the events. They would then want a fee of 30% of what we raise. They have a license to host 12, but they only want 4 of them and they want us to do the rest. The board was supportive.

G. WORLD SERIES BEEP BASEBALL

Jay from Southland contacted Lori about the possibility of SWSRA hosting the World Series Beep Baseball in the future. The requirements include having 8 acres of land, access to airports and hotels. It could be done by the ITRS committee because they have adaptive sports. If ITRS takes it, it will go north. We would need to get support from someone who has the facility. Director Gleason said they did an initial tour of the Southland last year.

H. RECREATION SPECIALIST POSITION

Erin has completed the first round of interviews, and we will bring back 3 likely candidates for a second interview. Erin is going on vacation, so we are looking to start them on December 14<sup>th</sup>. Lori said that we are restructuring the position so they don't have responsibility for the vehicles. We plan to hire a part-time fleet manager.

I. PACE VEHICLES

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Lori reported that she had told PACE “no” to signing any new agreement on either of the vehicles. We are waiting for the release of the one vehicle and for them to give us title. They said that they were going to proceed with the sale of the other vehicle. We are not going to resign the contract.

J. WORTH BUILDING UPDATE

We are very excited about having this building. We are looking forward to having several programs here in the winter. We do need a stove, so we will be pursuing that. Marge has obtained copier quotes both for purchase and leasing. Our plan is to move the old copier from Apollo to Worth and get a new copier for the main office. There was discussion on the pros and cons of leasing versus purchasing, and board seemed to lean toward leasing. The board also discussed the fire codes for Worth and any potential improvements that Joe Schmitt had recommended. Lighting is an issue. Director Catalbo advised that the lights could be replaced for \$50 per light (SWSRA to pay) and that Ed could install them. Lori said that the chairs are ordered and should be here shortly.

K. 2010-2011 BUDGET PROCESS

Lori asked the board members to let her know what their plans are for raises next year—merit and cost of living. If they could send her an email, she would appreciate it. Lori will also try to gather information at conference how other agencies are trimming the budget in this economy. The South Suburban survey should be coming out soon also.

L. EMPLOYEE/VOLUNTEER APPRECIATION AWARDS DINNER

The date has been changed to Friday, January 22<sup>nd</sup>. There will be no alcohol involved. We are going to cater it, and we will have the full-time staff hosting it. Lori will take the full-time staff to a luncheon in December to honor them.

ATTORNEY’S REPORT - None.

CORRESPONDENCE

Received correspondence from Representative Pat Ballach from the 47<sup>th</sup> District. We are invited to attend an open house for a program offered by SEASPAR for an adult day care program. The Darien Park District gave up approximately 3,500 square feet of their sports complex and transformed it into the adult center. She is inviting us because your agency may be able to support this effort in your community. It will take place on December 2<sup>nd</sup> at 8:00 p.m. in Darien at 451 Plainfield Road.

COMMITTEE REPORTS

A. RECREATION - No report.

B. FINANCE

1. Approval of Bills & Payroll

Motion made by Director Whitcomb to approve bills for the month of October, 2009 in the amount of \$24,251.58. Motion was seconded by Director Kawanna. Roll was called with all Directors voting yes. The motion passed 7 —0.

C. PLANNING & POLICY – No report.

D. PUBLIC RELATIONS - No report.

OLD BUSINESS

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DePaul University students are doing a project for their masters program. Denise and I have worked with these students, but they failed to report on conference calls and didn't show up to today's board meeting to present the finished project.

NEW BUSINESS

Director Leonard asked Lori to do a summary of what we have accomplished from the original master plan.

Lori reminded everyone that we will be going to lunch in Summit at JC's Restaurant after the December board meeting. The December meeting date was changed from December 16<sup>th</sup> to December 17<sup>th</sup> due to a conflict with PDRMA.

Motion was made by Director Gleason to adjourn the meeting. Motion was seconded by Director Capalbo. All Directors were in favor, none opposed. Meeting adjourned at 10:55a.m.

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Marge Cozzone, Corresponding Secretary

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Jeannette Huber, Corporate Secretary